

## **Registering your child at primary school**

East Renfrewshire Council has set up one week for you to register your son or daughter at your local primary school.

You must register at your catchment school, even if you intend to make a placing request to another school or want to defer your place and keep your son or daughter at home for another year. If you live in the combined Robslee/Giffnock catchment area you should register your child at Giffnock Primary School.

If you intend to educate your child privately or at home you should still register at your local catchment school.

You may choose to enrol your son or daughter in either the local denominational or local non-denominational school. This choice will determine the secondary school to which your child will transfer.

### **When to visit the school**

If your child is aged five between 1 March 2014 and the end of February 2015 you should go along to your local primary school between 1.30pm and 3.30pm any day during the week of Monday 13 January to Friday 17 January 2014.

You should bring your son or daughter's birth certificate, your child benefit statement, a copy of your current council tax notice, a copy of a utility bill and mortgage statement or rental agreement.

A leaflet with information on registering your son or daughter is available from your local primary school, or by contacting Ann Nairn, telephone 0141 577 3578, email [ann.nairn@eastrenfrewshire.gov.uk](mailto:ann.nairn@eastrenfrewshire.gov.uk)

You can also request a copy by writing to East Renfrewshire Council, Education Department, 211 Main Street, Barrhead, East Renfrewshire, G78 1SY.

You can also find out information at [www.eastrenfrewshire.gov.uk/primary](http://www.eastrenfrewshire.gov.uk/primary)

### **Placing requests**

Most school children attend their local primary or secondary school, but parents can choose to apply for a place for their son or daughter in another school.

If you are interested in making a placing request for a school in East Renfrewshire and want to find out more, please visit [www.eastrenfrewshire.gov.uk/placing\\_request](http://www.eastrenfrewshire.gov.uk/placing_request) From here you can download a placing request form and find out how placing requests are decided.

If you require any advice regarding making a placing request please contact Ann Nairn using the contact details above.

If you would like to find out more information about a particular school you can contact the school directly or visit [www.eastrenfrewshire.gov.uk/learning](http://www.eastrenfrewshire.gov.uk/learning)

If you want to make a placing request for your son or daughter for the school session beginning in August 2014 you should return your completed placing request form to Ann Nairn before 31 January 2014 to:

Placing requests, East Renfrewshire Council,  
Education Department, 211 Main Street,  
Barrhead, East Renfrewshire G78 1SY.